



Decatur County Area Plan Commission

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COVID-19 PUBLIC MEETING POLICY

1. Governor Holcomb's Executive Order 20-48 temporarily amends laws applicable to public meetings during the public health emergency.
 - a. Public meetings should be limited to 'essential matters critical to the operations of the Plan Commission, Board of Zoning Appeals, and the Plan Commission Office' during the public health emergency. Essential matters are not defined by the State, however, is a local decision.
 - b. Meetings may be held electronically, as long as one member is physically present.
 - c. Meeting should adhere to current CDC guidance on gatherings.
 - i. No more than twenty-five (25) people gathered at a time
 - ii. People should maintain 6-foot separation.
2. Petitions that qualify as an 'essential matter' should be determined prior to the hearing by the President of the Board after consultation with other board members.
3. Meetings will be limited to twenty-five (25) people. The board member physically present, Planning Director, petitioner and public count toward the twenty-five (25) people.
4. Conference call and/or ZOOM will be used as a remote means of communication.
5. Meetings will follow the same procedures as an in-person meeting, other than votes shall be taken by roll call.
6. The Area Plan Commission and Board of Zoning Appeals meetings have several petitions. Many of these petitions will have members of the public in opposition. The following procedures will apply toward this meeting (and any future meetings during the public health emergency under the same circumstances).
 - a. The Planning Director will send out notice of the meeting policy to the surrounding property owners and encourage the public to submit comments rather than physically attend the meeting.
 - b. The meeting room will be used for one petition at a time. Petitioners will need to wait outside of the meeting room.
 - c. Multiple people shall not present a petition if their presence limits a member of the public in opposition to the petition from entering the meeting room.
 - d. A member of the public in opposition to the petition, present at the meeting, may request a continuance of the petition to the first meeting that occurs after the end of the public health emergency.
7. The COVID -19 situation is fluid and policies at the State level change on a daily basis. This policy may need to be amended prior to a scheduled public hearing.

Thank You,

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